

WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT
Division of Economic Support
PO Box 7935
Madison WI 53707-7935

To: Food Stamp Handbook Holders

From: Alice Wilkins, Deputy Director
Bureau of Work Support Programs

Rick Zynda, Director
Office of Food Stamps and Medical Assistance

RE: **FS Handbook Release 01-01**

DATE: February 1, 2001

<u>EFFECTIVE DATE</u>	Release and effective dates are on each page in the upper left-hand corner. The 1st is the release date; the 2nd is the effective date.
	Implement the instructions at application, review, and change, or, if you wish, earlier. The following policy additions or changes are <u>effective 02/01/01</u> , unless otherwise noted.
<u>CHANGES</u>	The following changes are in this release.
FS Group Unit	This logic flow chapter was rewritten to reflect current logic to determine if a FS group is standard, categorically eligible, or mixed categorically eligible.
Intro Financial unit	A typo was corrected and references to the current categorical and mixed categorical eligibility definitions was added.
Vehicles Unit	A reference to AFDC in question 2 was deleted. Questions 3 and 4 were updated to reflect appendix changes made in the 00-02 release. Vehicles used to transport disabled household members are now exempt. Previously, the vehicle was only exempt if it was used to transport a disabled FS unit member.
Shelter & Utilities Unit	Condominium fees and association fees are now considered shelter expenses.
Appendix Table of Contents Section 1.9 Appendix Table of Contents Section 12.3.12, 12.3.12.1	<u>Supplementing Person Adds</u> was added to the Appendix Table of Contents under Ch. 1 Household and Subgroups . JTPA was replaced with WIA.
Appendix Table of Contents Section 16.4.7, 16.4.8	Sections on MA deductibles (16.4.7) and Medicare premiums (16.4.8) were added under the "Medical Expenses" section.
1.3.1	Job Ride was removed as a TANF funded program that confers categorical eligibility for FS. Tribal TANF payments were added to the list.
2.3.1	This new subsection was added. FS recipients who are residents of group living arrangements that leave the arrangement before the 16 th should have half of their allotment returned to them for that month.

- 2.6.0 A table listing HUD 202/236 housing was deleted. This type of housing is too large to list and changes often. A phone number for WHEDA was added for workers to verify if a residence is HUD 202/236 housing.
- 6.1.1 The effective date of PRWORA IPV sanction changes was added. IPV's after 12/01/1996 use the IPV sanctions listed in appendix 6.1.1.
- 7.1.1 # 5 Item 5 was updated for the "caring for child under 6" student exemption. Before, students had to care for the child half time or more. Now, a student may provide any amount of care for a child under 6 to get the student exemption.
- 7.1.1 #8 The Job Training Partnership Act (JTPA) was replaced with the Workforce Investment Act (WIA). Policies related to JTPA have not changed. "JTPA" is replaced with "WIA" throughout the handbook.
- 7.8.0 The table containing earmarked school expenses was updated.
- 8.2.1 #4 Item 12 from this section was moved to item 4 for clarity. The other items in this section were renumbered. No policy was changed.
- 8.4.1 An incorrect reference was deleted.
- 8.5.3 The last two lines of this section were inadvertently dropped off in release 00-01. They were replaced.
- 11.3.1 The Jointly Owned Vehicles section was clarified.
- 11.4.17 Numbers 5 and 6 from the list of Native American Resettlements were listed twice in release 00-01. This was corrected.
- 11.4.26 Checks written against a checking account but not cleared should not be counted as assets.
- 12.2.13.1 Vista is now called "AmeriCorps*Vista." A reference to AmeriCorps*Vista at 12.3.26 was added.
- 12.2.41 The word "unearned" in this section was inadvertently changed to "earned" in release 00-03. There was no policy change. Private disability payments are counted as unearned income.
- 12.3.8 A reference to Monthly Reporting was deleted.
- 12.3.12 The Job Training Partnership Act (JTPA) was replaced with the Workforce Investment Act (WIA). Policies related to JTPA have not changed. "JTPA" is replaced with "WIA" throughout the handbook.
- 12.3.28 A new subsection was added to describe attendant care payments to a FS group member caring for another household member who is disabled. This income is considered earned income for the attendant.
- 13.5.3.3 The amounts that can be deducted by self-employed child care providers for meals provided has increased.
- 16.4.3 A paragraph was deleted and included in 16.4.5.
- 16.4.4 This section on verification of medical expenses was rewritten to reflect policy clarifications from Ops Memo 00-69.

- 16.4.5 BadgerCare and Medicaid Purchase Plan (MAPP) premiums are allowable medical expense deductions.
- 16.4.7 This section was added to give detailed instructions for budgeting MA deductibles.
- 16.4.8 This section was added to give detailed instructions for budgeting Medicare premiums.
- 16.7 Condominium fees and association fees are now considered shelter expenses.
- 16.8.1 The “Heating Standard” is now known as the Heating and Cooling Standard Utility Allowance (HCSUA). Also, if a FS group receives LIHEAP but is only responsible for part of the utility bill, the group may receive the full SUA if they choose the SUA.
- 16.8.1, 16.8.4, 16.8.8.2 LIEAP references were changed to LIHEAP (the Low Income Home Energy Assistance Program).
- 16.8.2 The “Other” standard is also known as the “Electric” standard. This was added to the section. Also, the Other standard may be chosen if the FS group has a water or garbage bill.
- 16.8.3.1 The process for budgeting unverified actual utilities has changed. For ongoing cases, budget the reported expense(s) if it would cause a decrease in benefits. If the expense(s) would increase the allotment, use the last verified amount. For applications, do not budget unverified actual expenses.
- 16.8.4 A sentence was added to clarify that if a FS group receives LIHEAP but is only responsible for part of the utility bill, the group may receive the full SUA if they choose the SUA.
- 16.8.8 A sentence was added to clarify that if a FS group receives LIHEAP but is only responsible for part of the utility bill, the group may receive the full SUA if they choose the SUA.
- 16.8.8.3 A sentence that was inadvertently omitted in release 00-03 was replaced.
- 17.1.3 This section was added to reference the expedited issuance allotments policy found in appendix 21.1.6.
- 17.2.0 W-2 Child Care and the Refugee Assistance Program were added to the list of federal means assisted programs that will not cause a reduction in FS when they are reduced due to a failure to act by the FS recipient.
- 18.3.0 The Excess Shelter Deduction has increased to \$340 **effective March 1, 2001**.
- 20.4.0 The FS Action Report is obsolete. This process is done in CARES.
- 20.14.0 The Notice of FS Overissuance is obsolete. This process is done in CARES.
- 21.0 The tab for the “Review Date” chapter should say “Applications/Review Date.” Write in the word “Applications” above “Review Date” on the tab for Ch. 21.
- 21.1.6 Section 21.1.6 was added to describe the policy for combining allotments for months 1 and 2 for expedited service applications that apply after the 15th of the month and are found eligible for both months.
- 22.1.4 A typo was deleted.

- 22.2.1 A sentence was added to use actual income and circumstances when doing all overpayments.
- 22.2.3.1 A sentence was clarified to explain that actual income and circumstances should be used when doing all overpayments and not just client error claims.
- 22.2.4.1 A sentence was added to use actual income and circumstances when doing all overpayments.

MAINTENANCE

1. Replace the FS Group Unit.
2. Replace the Introductory Financial Unit .
3. Replace the Vehicles Unit pages 1-2.
4. Replace the Shelter and Utilities Unit page 4.
5. Replace the Appendix Table of Contents pages 1-2 and 7-10.
6. Replace Appendix 1.0.0 pages 3-4.
7. Replace Appendix 2.0.0 pages 3-5 with pages 3-4.
8. Replace Appendix 6.0.0.
9. Replace Appendix 7.0.0 pages 1-2 and 11-24 with the new pages 1-2 and 11-21.
10. Replace Appendix 8.0.0 pages 1-10.
11. Replace Appendix 11.0.0 pages 5-6 and 13-16.
12. Replace Appendix 12.0.0 pages 7-8, 17-18, and 21-30 with the new pages 7-8, 17-18, and 21-30.
13. Replace Appendix 13.0.0 page 11.
14. Replace Appendix 16.0.0 pages 3-17 with pages 3-21.
15. Replace Appendix 17.0.0 pages 1-2.
16. Replace Appendix 18.0.0 pages 1-2.
17. Remove 20.4.0, the FS Action Report. It is obsolete.
18. Remove 20.14.0, the Notice of FS Overissuance. It is obsolete.
19. Replace Appendix 21.0.0.
20. The tab for the "Review Date" chapter should say "Applications/Review Date." Write in the word "Applications" above "Review Date" on the tab for Ch. 21.
21. Replace Appendix 22.0.0 pages 1-10.